



Northwood Board of Selectmen Minutes of September 27, 2016

Chairman Bryer called the meeting to order at 6:00 p.m.

Chairman Bryer led the pledge of allegiance.

Roll Call

Selectman Rick Wolf, Selectman Donald Hodgdon, Chairman Scott Bryer and Town Administrator, Joe Gunter.

Absent

None

Citizens Forum

Ms. Ramey

Ms. Ramey is present to discuss her lot in Mountain View Mobile Home Park. She stated that she was at the September 4th meeting. She stated that they are trying to obtain a building permit for 3 Fox Cross Lane, one of her lots in the mobile home park. The town is requiring her to pay the taxes on the home that she had demolished after she took possession of it after evicting the tenants. Ms. Ramey stated that they obtained a demolition permit through the town and had the trailer demolished. She had an older couple lined up to put a home on the lot, but when they applied for the building permit they were told they had to pay the taxes on the old mobile home. Ms. Ramey stated that she attended the meeting on the 14th, but since she hasn't heard anything, she lost the buyers. She stated that her lawyer, Mark Tay, was involved in a similar case in Concord. It was the Bianca Professional Association vs. the City of Concord. The ruling in that case was the tax due upon the manufactured housing shall only be assessed to the owner of the manufactured house and not upon the owner of the land upon which the manufactured house is left. Chairman Bryer thanked her for her comments, and explained that since this is public comment, they will take the matter up when they get to their regular business. Ms. Ramey stated that she would like to know why the process took so long, as she lost a potential buyer already. Chairman Bryer stated that he won't comment on it until he can discuss it with the other selectmen.

Appointments

Keven Ash- Northwood Lake Watershed Association.

Kevin Ash presents the board with a handout and summary of NLWA's Milfoil control efforts this year. In June, they treated 28 acres of the lake with the herbicide 24-D at a cost of roughly \$21,000. They followed that up with suction diving. They harvested for a total of 27 days and they pulled about 2600 gallons of Milfoil out of the lake. The total harvesting cost is about \$27,500. The grand total was \$48,500. They have a DES grant commitment for \$19,000, which brings the cost to NLWA around \$29,467, to be covered by municipal support and donations. He pointed out the breakdown on the handout of how much was done in each town. In Epsom, they were not able to treat with herbicide because there was loon nesting activity in the area that was designated to be treated. The final status of the lake will be available after the final reports from the dive team.



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He will forward the information to the board when it becomes available. In closing, he followed up on their lake host program. They used four paid lake hosts and six volunteers this year. They inspected 748 watercrafts over 15 weekends between Memorial Day and Labor Day. The program cost was about \$1600 with \$1300 being covered through a New Hampshire Lakes grant. They had two save incidents where they prevented Milfoil from leaving on a watercraft. He referenced a map to show where they treated, dove and found new cases that they will address next year. He asked the board if they want to leave the warrant article as is. He feels the way it's written now it's clear that it's for treatment and control. Selectman Hodgdon thinks each waterbody needs their own warrant article in order to prevent arguments over the funds. Chairman Bryer would like to have two funds, one for treating and one for prevention. He stated that he feels that it would prevent a lot of arguments over money. Mr. Ash stated that once they get the final dive results he will have a better idea if any of the figures need to change.

Unfinished Business

Ms. Ramey

Chairman Bryer stated that he understands that taxes were due on the trailer that was on her lot. He stated that if they were concerned about the trailer getting demolished, why would the town issue a demolition permit? Mr. Gunter stated that it was missed. Chairman Bryer stated that the town erred by issuing the demo permits. He feels that if Ms. Ramey hadn't demolished the trailer, then the town would have had to do it anyway, and Ms. Ramey actually saved the town money. Chairman Bryer stated that he was open to abating the taxes on the trailer because he doesn't feel that they would ever recoup the money anyway.

Selectman Hodgdon made a motion to abate the taxes on 3 Fox Cross Lane for the amount of \$5,119.50. Selectman Wolf seconded. Motion carries 3/0.

New Business

2017 Budget Review

Welfare Administration

David Balian, Welfare Director, met with the board regarding this department. Mr. Balian stated that there was very little change from the previous year in his department's budget numbers. He has a few proposals. He is asking for an additional \$1,100. Welfare Administration's only change is \$100 for postage because of an increase in mailings.

Welfare Medical Payments this line has \$500 there for people who need prescriptions or medical necessities. Mr. Balian stated that they haven't spent anything from that line in years, so Chairman Bryer stated that they should put a dollar in that line just to keep it open. Mr. Balian stated that his only concern is that if someone does come in, then they will have to pay for it and he will have to find it in another line.

Welfare vendors Chairman Bryer inquired about funeral costs, because there has been \$1000 spent from that line. Mr. Balian stated that funeral costs have gone up. They used the New Hampshire Cremation Society and they normally charge the town less than they would charge someone else, but the prices have increased. Mr. Balian stated



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that the town is responsible for funeral costs for indigent residents, even if the resident has been moved to a home or facility elsewhere, if their last residence is Northwood, the town is responsible for their funeral costs as a welfare benefit. Chairman Bryer asked about the \$1300 that has been spent on electricity costs. Mr. Balian stated that there isn't anyone that is receiving monthly benefits, that these are all separate individuals.

Highway Administration

Road Agent Charlie Pease met with the board to discuss the highway department's budget. He is asking for an \$18k increase for several things, including maintenance repairs on the 6 wheeler truck and tools for the highway department. Mr. Pease stated that they have been using either their personal tools or very old tools. Chairman Bryer asked about the estimated cost of the baseball diamond. Mr. Gunter stated that the person responsible for the lawn care gave him that estimate.

Paving and Reconstruction. Mr. Gunter stated that this line is actually flat funded and the increase that is shown there actually comes from the increase in the block grant from the state. Chairman Bryer suggests level funding and use the money from the state to lower another line. Chairman Bryer asked which roads were going to be done next year. Mr. Gunter stated that they plan on doing Temperance Hill, and it should cost about \$65,000 to \$80,000. Chairman Bryer stated that they should have the list of the roads to bring to the budget committee.

Highway Cleaning and Maintenance. Mr. Pease stated that the increase in gravel is due to the fact that they haven't had any gravel added to the roads that they have listed in years. Chairman Bryer asked what the ten year plan is for the roads. Mr. Gunter stated that the ten year plan has Jeness Pond, Sherburne Hill and Temperance are all scheduled for the next year.

Snow and Ice Chairman Bryer stated that because of the mild winter last year, the numbers are much skewed. The year before (2015) they spent \$171K. The year before that (2014), they spent \$149K. Chairman Bryer asked the board if they should leave it at level funding. Selectman Hodgdon and Selectman Wolf agree that they should. Mr. Pease stated that the Highway Department would like to buy a new backhoe. They have three quotes, one for \$109K, one for \$106K, and one for \$102,900K. The trade in is anywhere from \$11K to \$16K. Mr. Pease stated that they will put at least \$15K in repairs into the backhoe this year. Chairman Bryer stated that they couldn't buy the new backhoe until after the town meeting. The old backhoe was purchased in 2001. Mr. Gunter stated that he thought they should write a warrant that would take unexpended funds from the highway lines and moving them on to a warrant. Chairman Bryer stated that he would take it under advisement.

Facility and Highway Sandy Garrett, Finance Administrator is present. Mr. Gunter stated that there was no increase or decrease in that line. Selectman Wolf asked about



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the Harvey Lake Dam maintenance. Ms. Garrett stated that they have to have a certificate every year. It's the same price every year and the state bills the town.

Parade Buildings Ms. Garret stated that it decreased by \$2,500. Chairman Bryer asked about the line for supplies and equipment. He stated that it looks as though they haven't been spending any money out of that line. Ms. Garrett stated that he was correct. Chairman Bryer would like to put a dollar in that line to keep it open. He inquires about contracted services. Ms. Garrett stated that that line consists of Metrocast cablevision for town hall is \$99.95 a month times 12 months. Dave's Janitorial for \$10,920 a year, Crystal Rock for the water coolers in town hall, plus the water cooler at highway because they don't have a budget, \$1500 a year. JP Pest Services at \$80 a month times 12 months. Last year they had a discussion about surveying town properties, they still have to do the transfer station and town hall, and it's in the budget for this year. None of the town properties boundaries and Mylar are registered in Rockingham. So she stated that she added \$6,000 into contracted services to do the next two properties next year. Chairman Bryer stated that he is assuming that the heat and oil in town hall has gone down substantially. Ms. Garrett stated that it has, but the usage has stayed the same. She looks at the three year average and it only goes down slightly. Chairman Bryer asked about estimated expenditures for the rest of this year. Ms. Garrett stated that she doesn't have all the figures, and it's hard to say with the way the weather has been. Chairman Bryer would like to flag that line as one to go back to.

Deeded Properties Chairman Bryer asked if there are any properties that can be taken down. Mr. Gunter stated that they might have enough money to take down one of the buildings, but they had an unanticipated cost at the transfer station so they took money from this line.

Alarm Monitoring Chairman Bryer would like to reduce this line to \$750. Ms. Garrett stated that they had been level funding that line because they were putting the new fob pallets on the doors. If they dropped that to \$750, the only issue they would have would be if there was a power outage and the batteries go dead and they would have to replace one, they are \$300 each. But for the general alarm monitoring \$750 is okay, but they need to keep in mind that if they do need to replace the battery they will have to find that money.

Cemeteries Chairman Bryer asked if they anticipate any expenditure that hasn't gone through yet. Ms. Garrett stated that the \$3000 is typically what they ask for every year. Ms. Garrett stated that the insurance numbers are based on level funding with a 6% increase. But she will have figures around the third week in October.

Community Hall Mr. Gunter stated that its level funded and nothing has changed. Mr. Gunter asked if they can flag the maintenance and repair for Community Hall for consideration. They have done a lot around town and a lot of the money has come out



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of facilities committee. They put money in the fund for the handicap ramp, which is due to be repaired this year.

Selectman Mr. Gunter stated that this will be level funded. Selectman Wolf stated that he doesn't take a selectman salary, so if there is anywhere they need to go back to do some trimming, that's available. Chairman Bryer stated that he recommends that they leave it alone and it will just go into the general fund.

Town Administrator Ms. Garrett stated that the bottom line will go up. They received a letter from NHRS stating that rates changed on July first. Town bottom line is \$99,277.

Finance Administration Ms. Garrett stated that retirement is actually \$5,948. That changes the bottom line to \$92,523. Chairman Bryer noted the \$6000 spent on the town audit. He asked do they want to spend \$6,000 to get a clean opinion on our financial statement. Ms. Garrett stated that it's up to the board to decide that. The town is spending the average amount on the audit.

Ms. Garrett asked if they could go back to page 16, electric street lighting. She left it as they have had it. The lights included on that line are the lights that DOT wouldn't pay for. The other lights are on the large power bill. Chairman Bryer stated that they should leave it at a dollar. Ms. Garrett stated that her department would like to have a warrant article for a new software system. It's going to be approximately \$14K to go from the ADS system to Encode. Chairman Bryer asked if it's a need or a wish list. Ms. Garrett stated that ADS will not offer any more upgrades and switching to the new system might allow them to reduce the contracted services line in a few years. Chairman Bryer would like Ms. Garrett to check and see if the last upgrade was a warrant article or a budget item. He'd like them to remain consistent

Acceptance of minutes – September 14, 2016

Selectman Hodgdon made a motion to accept the September 14 as written. Chairman Bryer seconded. Motion carries; 3/0.

Process various assessing forms and applications

Mr. Gunter provides the board with an intent to cut. **Selectman Hodgdon made a motion to approve the intent to cut on Map 206, Lot 2-2, taxes have been paid. Selectman Wolf seconded. Motion carries 3/0.**

Mr. Gunter provides the board with the tax assessment on an intent to cut. **Selectman Hodgdon made a motion to approve the tax assessment on the intent to cut on Map 201, Lot 2, for the amount of \$3,817.80. Selectman Wolf seconded. Motion carries 3/0.**



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Mr. Gunter provided the board with the payroll manifest. **Selectman Hodgdon made a motion to accept the payroll manifest number 20 for the amount of \$80,628.40. Selectman Wolf seconded. Motion carries 3/0.**

Mr. Gunter provided the board with a sale of a burial lot. Selectman Hodgdon made a motion to approve the sale of lot number PG 408 and 409 at \$100 each. With the perpetual care at \$100 a plot. Chairman Bryer seconded for discussion.

Selectman Wolf stated that the people who are buying the lots are from Rochester, when these lots were supposed to be for Northwood residents only. He stated that he realizes why people are buying them, because it's cheaper here. But he feels that eventually they will run out of lots. Chairman Bryer wonders if the rest of the family is buried there. Mr. Gunter stated that Steve Baily meets with each buyer and finds out the relationship to the town. Chairman Bryer stated that they should put it on hold for now until they get the information. Chairman Bryer requests that they table the motions for now.

Mr. Gunter provided the board with two bids for paving on Lower Deerfield Road. Selectman Hodgdon read the list of bids.

Brocks Industry, INC.: Subtotal A for reclaiming section one is \$43,950, subtotal B for reclaiming section two is \$24,480. Total of \$68,430.

GMI Asphalt: Subtotal A for reclaiming section one is \$48,195. Subtotal B for reclaiming section two is \$24,405. Total of \$72,600.

Selectman Hodgdon stated that he feel more comfortable staying with GMI since they have used them before. Chairman Bryer agrees. Selectman Wolf stated that at some point they should try another vendor just to see compare. Mr. Gunter stated that he agrees with Selectman Wolf, because there could be someone else who comes in at a lower price and does just as good, if not better work. Chairman Bryer stated that this is a good point.

Selectman Hodgdon made a motion to accept the bid from Brocks Industry Inc., for the paving of Lower Deerfield Road in the amount of \$68,430. Chairman Bryer seconded. Motion Carries 3/0.

Chairman Bryer made a motion that if they cannot get this done within a reasonable period of time then they will go with GMI for the paving. Selectman Hodgdon seconded. Motion carries 3/0.

Mr. Gunter presented the board with two quotes to do the driveway going from the transfer station to the highway garage.
GMI quoted \$7,080



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Manchester Paving quoted \$ 4,750.

Selectman Hodgdon asked if it would be cheaper to open up another entrance than to pave the other side. Chairman Bryer asked if there was reason that the projects weren't bid out together. He stated that they might have gotten a better deal. Selectman Wolf stated that when the truck is coming out of there it needs to be on a smoother surface. Selectman Hodgdon would like to know exactly how far they are paving. Mr. Gunter stated that Mr. Pease showed them exactly where they needed paving.

Selectman Hodgdon made a motion to accept the quote from Manchester Paving in the amount of \$4,750 to do some paving at the transfer station. Selectman Wolf seconded. Vote 3/0.

Mr. Gunter provides the board with two oaths of office.

Selectman Hodgdon made a motion to swear in Bree Gunter as Ballot Clerk. Selectman Wolf seconded. Motion carries 3/0.

Selectman Hodgdon made a motion to swear in Brian Gordon as Ballot Clerk. Selectman Wolf seconded. Motion carries 3/0.

Drought response from the State

Mr. Gunter stated that the town is in extreme drought, and the state is asking the towns indicated on the map to take some kind of action. They don't expect the drought to end for a few weeks. Chairman Bryer asked what the state would like them to do.
Inaudible comment from the audience

Mr. Gunter stated that the state provided them with guidance. They provided a draft ordinance that they would like the towns to adopt. The ordinance allows the town to limit watering based on drought conditions. It also provides penalties and fines. The state is asking them to either recommend or impose the restrictions.
Inaudible comment from the audience

Selectman Hodgdon made a motion to adopt the policy that has been sent by the state in regards to the drought that the town is in. Selectman Wolf seconded. Motion carries 3/0.

Plowing contracts – Committee recommendation

Mr. Gunter provided the board with a plow contract. They have Docko on board and they are looking for two one ton trucks. The Highway committee is asking that they limit the salary to \$75 an hour, because of the wide ranges that they have seen. Selectman Wolf stated that they need to be sure that they are being fair with a wage restriction. Chairman Bryer stated that they should set the caps before they approve



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the bids. He thinks they should take the bids as they come in, and if they meet the cap, then they can take them. For now, they will wait and take the bids all at once.

Storm Window replacement at Library

Mr. Gunter stated that Facilities Committee wanted to recommend a contractor to put the windows in at the library.

Selectman Hodgdon made a motion to accept the proposal for Lambert Carpentry to replace the storm windows at the Chelsey Memorial library for the amount of \$3,975, Contingent on the completion date of October 31. Selectman Wolf seconded. Motion carries 3/0.

Selectman Reports

Selectman Wolf stated that the rest of the portable toilets need to be removed. Fishing at Lucas Pond closes on the 15th of October. Mr. Gunter stated that the contract ends at the end of October.

Selectman Hodgdon stated that he drove by Northwood Lake and he thought one of the picnic tables was broken. Mr. Gunter said they would go take a look.

Chairman Bryer –No Report

Citizens Comment

Lucy Edwards is present. She has a question about the water restrictions adopted. She would like to know when they are planning on putting them into effect. Chairman Bryer would like to put them in effect as soon as possible. They have three days to notify the public. Mr. Gunter clarifies that they decided to have level one where there is no outside watering. Ms. Edwards noted that people are having a hard time getting on their boats because the water is so low. She is happy that the board is taking action.

Selectman Hodgdon made a motion to go into non-public under RSA 91A-:3, II (A, D), seconded by Chairman Bryer. Motion carries; 3/0.

Roll Call

Selectman Wolf – Yes

Selectman Hodgdon – Yes

Chairman Bryer – Yes

Motion carries; 3/0.

Selectman Hodgdon made a motion to come out of non-public, seconded by Selectman Wolf. Motion carries; 3/0.

Roll Call

Selectman Wolf – Yes



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**Selectman Hodgdon – Yes
Chairman Bryer – Yes
Motion carries; 3/0.**

Selectman Hodgdon made a motion to seal the minutes, seconded by Selectman Wolf. Motion carries; 3/0.

Chairman Bryer made a motion that the board send out a letter informing Steve Preston that the town will be terminating his employment on October 1, effectively discontinuing his health insurance on the 31st. Selectman Wolf seconded. Motion carries 2/0. Selectman Hodgdon abstains.

Selectman Hodgdon made a motion to abate the interest on the back taxes in the amount of \$5,031.63 to Map 219 Lot 35. Selectman Wolf seconded. Motion carries 3/0.

Selectman Hodgdon made a motion to adjourn. Seconded by Selectman Wolf. Motion carries; 3/0.

***Respectfully Submitted,
Susan Jastremski –Austin
Land Use Secretary***